



**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL MEETING OF THE
LOS ANGELES COUNTY HISTORICAL
LANDMARKS AND RECORDS COMMISSION
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET
DEPARTMENT HEAD CONFERENCE ROOM 383
LOS ANGELES, CA 90012**

Friday, February 5, 2016

9:30 AM

AUDIO LINK FOR THE ENTIRE MEETING. (16-0904)

Attachments: [AUDIO](#)

Present: Chair Stephen Sass, Vice Chair Yolanda Duarte-White and
Commissioner Louis Skelton

Excused: Commissioner Elysha Paluszek and Commissioner Ivy Sun

Call to Order. (16-0766)

The meeting was called to order by Chair Sass at 10:00 a.m.

I. ADMINISTRATIVE MATTER

1. Approval of the October 9, 2015 Minutes. (16-0110)

On motion of Commissioner Louis Skelton, seconded by Vice Chair Yolanda Duarte-White, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

II. REPORTS

2. Chair Sass' report for February 5, 2016. (16-0111)

There was no report presented.

3. Ex-Officio Member reports on activities during the month of December 2015. (16-0112)

Jesse Walker Lantz, Public Library, reported that he replaced Ms. Susan Broman as the Library's representative and informed the Commission that the County Librarian is Ms. Skye Patrick. He also reported that the Grand Opening of the Manhattan Beach Library was held on May 1, 2015; and the Culver City Julian Dixon Library will host a Grand re-opening celebration on February 20, 2016.

Portia Sanders, Registrar-Recorder/County Clerk (Registrar-Recorder), reported that the Registrar-Recorder plans to digitize all their documents, especially vital records dating back to the 1850's to assist the public in locating and accessing documents more easily. The Registrar-Recorder is researching grant opportunities to assist with purchasing a system at a cost of approximately \$49 million dollars.

Ms. Sanders also introduced Ms. Terrie Salazar, Records and Archives Division Manager, Registrar-Recorder.

4. Staff Report for the meeting of February 5, 2016. (16-0113)

Staff reported that the County along with Arroyo Associates is conducting a Commission study and Commissioner participation is voluntary.

5. Recommendation: Comment on and/or receive and file the following correspondence from the Office of Historic Preservation:

Office of Historic Preservation:

- National Register of Historic Places Nominations for Harvey House (Residential Architecture of John Lautner MPD)
- National Register of Historic Places Nominations for Schaffer House (Residential Architecture of John Lautner MPD)
- National Register of Historic Places Nominations for Carling House (Residential Architecture of John Lautner MPD)
- National Register of Historic Places Nominations for Walstrom House (Residential Architecture of John Lautner MPD)
- National Register of Historic Places Nominations for Lautner House (Residential Architecture of John Lautner MPD) (16-0114)

On motion of Commissioner Louis Skelton, seconded by Vice Chair Yolanda Duarte White, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

III. DISCUSSIONS

6. Discussion and possible action regarding the Commission's 2016 meeting schedule: dates and time for 2016. (Continued from the meeting of October 9, 2015) (15-4858)

The Commission held a brief discussion on the Historical Landmarks and Records Commission's (HLRC) 2016 meeting schedule.

Following discussion, on motion of Commissioner Louis Skelton, seconded by Vice Chair Yolanda Duarte- White, unanimously carried, the Commission approved the current quarterly meeting schedule continue on Fridays at 9:30 a.m., and requested Commission Services staff to poll the Commissioners; availability to attend special meetings on other days of the week.

7. Report and possible action on implementation of the Historic Preservation Ordinance, including, but not limited to public outreach, historic context statements and surveys, strategies to generate nominations, including potential Commission direct nominations, plaques and signs, and other related implementation topics and next steps. (16-0767)

Phillip Estes, AICP, Principal Planner, Los Angeles County Department of Regional Planning (Regional Planning), provided an overview of Regional Plannings's current and planned outreach regarding the implementation of the Historic Preservation Ordinance. He stated that Regional Planning initially received two nomination applications for designation: One property is located in the City of View Park; and the other property is located in the City of Altadena. Subsequently, the City of Altadena application for designation was withdrawn. He also reported that Regional Planning continues to receive calls from people interested in the Mills Act Program, but no applications have been submitted.

Mr. Estes responded to questions posed by the Commission regarding the nomination process Regional Planning follows when a property owner wants to nominate their own property for historical designation.

Mr. Estes stated that Regional Planning and their consultants engage the property owner, conduct preliminary information gathering regarding the property to determine whether or not the property meets the criteria for a designation under the Historic Preservation Ordinance. A staff report will be submitted to the HLRC by Regional Planning no less than two weeks prior to setting a hearing for those applications that meets the criteria for designation. To allow the public access to the HRLC's agendas and minutes on Regional Planning's website, he requested that Commission Services staff provide the link.

Mr. Estes also stated that Regional Planning is currently working with the Los Angeles Conservancy to coordinate two workshops in the Spring and Fall of 2016 in the Cities of Altadena and View Park to provide guidance on how to nominate properties, complete an application, gather information and write the narrative. The Spring workshop will be held at the Altadena Library; and the Fall workshop location will be determined.

Commissioner Skelton volunteered to attend the City of Altadena workshop to provide information on the HLRC.

Marcello Vavala, Los Angeles conservancy, added that the Conservancy conducts workshops in various areas, which focus on aspects of identifying what is significant, such as modern resources and culturally significant resources, how to search through research and write a compelling Context Statements that meets the cultural significance; these tutorials are available on the Conservancy's website.

Ms. Shannon Davis, Architectural Historian, ASM Affiliates, stated that the Historical Context Statement is a framework that is usually geographically defined, and provides a narrative history that identifies theme, architectural styles and identifies important persons.

Vice Chair Yolanda Duarte-White commented that it is the responsibility of RP, HLRC and the Conservancy to ensure that all nomination designations are appropriate.

IV. MISCELLANEOUS

Matters Not Posted

8. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Commission subsequent to the posting of the agenda. (16-0768)

There were no matters presented for a future agenda.

Public Comment

9. Opportunity for members of the public to address items on the special meeting agenda. (16-0769)

Member of the public, Marcello Vavala, Los Angeles Conservancy, addressed the Commission.

Adjournment

10. Adjournment for special meeting of Friday, February 5, 2016. (16-0770)

There being no further business, Chair Sass adjourned the meeting of February 5, 2016 at 11:35 a.m.